



National Association for  
Regulatory Administration

---

# RFP QUESTIONS

NARA Licensing Seminar 2019

Thank you for your interest in submitting a session proposal for the 2019 NARA Licensing Seminar. More information on the Seminar and the types of sessions we are looking for is [available online](#).

NARA recognizes that regulation, by definition, involves the use of governmental authority. Public trust and consumer confidence and respect require that regulators use their authority with integrity. The 2019 NARA Professional Development Committee is seeking session proposals for seminar content embodying NARA's Code of Ethics equipping you with practical tactics to build a regulatory culture based on social responsibility.

The questions that you'll need to be prepared to address while submitting your proposal are on the following page.

Each session receives one discounted registration. It is up to those in sessions with more than one presenter to determine who will use the discounted presenter fee.

**Please note that the deadline for submissions is March 15, 2019.**

If you have any questions about the RFP process or if you have any issues with the survey form, please contact [events@naralicensing.org](mailto:events@naralicensing.org).

[Submit Your RFP Here](#)

400 South 4<sup>th</sup> Street, Ste. 754E | Minneapolis, MN 55415 | (612) 213-2300

**CONSUMER PROTECTION THROUGH PREVENTION**

*Please be prepared to submit the following information to complete the Seminar RFP*

---

## Questions

1. Submit your contact information.
2. Are you a current NARA Member?
3. Submit a biography for yourself. Limit 250 words or less.
4. Have you presented at NARA's Licensing Seminar before?
5. Have you presented on this topic at previous NARA Seminars?
6. Have you presented on this topic at other events outside of NARA's Seminar? If so, where?
7. Do you have any co-presenters? If so, submit contact information and short bio for each.
8. What is the title of your session? Please use 10 words or less.
9. What is the session description? Please use 100 words or less.
10. What is the preferred length of your presentation?
  - a. 60 minutes
  - b. 90 minutes
  - c. Presentation can be adaptable to either length
11. This session is relevant to the following disciplines (select all that apply):
  - a. Child Care
  - b. Child Welfare
  - c. Adult Care
  - d. Intellectual Disabilities/Developmental Disabilities
  - e. Mental Health
  - f. Substance Abuse
  - g. Ethics / Ethical Practice / NARA's Code of Ethics in Work
  - h. Other (please specify)
12. Who is the target audience for this workshop (select all that apply)?
  - a. Administrators
  - b. Field Supervisors
  - c. Line/Field Staff
  - d. Support Staff (Legal/Attorneys, Trainers)
  - e. Other (please specify)